

**Office of the Auditor General of Alberta  
Expense Report**

**Phil Minnaar CPA, CA, Audit Principal**  
**Expenses processed April 1, 2017 – November 30, 2017**

**Travel**

This includes out-of-town travel expenses in connection with activities such as auditing provincial ministries, departments and agencies; and participating with professional organizations conferences and professional development.

\* "Other Transportation" includes rental vehicle, bus, taxis, fuel, and so forth while on travel status.

\*\* "Other" includes incidentals such as long distance telephone calls and per diem while on travel status.

Travel date(s)	Destination and Rationale	Airfare	Other Transportation*	Accommodation	Meals	Other **	Total
27-Nov-2017 29-Nov-2017	Conference Board of Canada Public Sector Transformation Conference, Ottawa, ON (partial charges: complete reporting in the next period)	\$ 470	\$ -	\$ -	\$ -	\$ -	\$ 470

**Hospitality and working sessions**

- Hospitality expenses are incurred when, in the course of doing business or as a courtesy, OAG staff pay for food and beverage or other related expenses for someone not employed by the office.
- A working session is a non-travel meal expense at a commercial eating establishment while in the course of conducting office business.
- "OAG" refers to employees of the Office of the Auditor General of Alberta.

Date	Description and Rationale	Amount
8-Jun-2017	Audit team debrief lunch (17 OAG)	\$ 205

**Cumulative total for reported expenses from April 1, 2017 to November 30, 2017**

**\$ 675**

**Notes:**

- The Office of the Auditor General of Alberta (OAG) is not subject to the Goods and Services Tax. However, expenses in this report may include GST. We receive reimbursement from the federal government where applicable.
- Amounts shown are rounded to the nearest dollar.